



PROBATION DEPARTMENT

3501 Civic Center Drive • Room 265 • San Rafael, CA 94903-4189 • 415-473-6599 • 415-473-3787

Marlon Washington

Chief Probation Officer

Edward Randle

Asst. Chief Probation Officer

CITIZEN COMPLAINT FORM

REPORTING PARTY

Name _____
Home Address _____
Cell Phone _____ Home Phone _____
Email Address _____
Date/Time of Incident _____ Location _____

WITNESS(ES)

Name _____ Address _____ Phone# _____
Name _____ Address _____ Phone# _____
Name _____ Address _____ Phone# _____

NAME OR DESCRIPTION OF PROBATION EMPLOYEE WHO IS THE SUBJECT OF COMPLAINT

You have the right to make a complaint against a Deputy Probation Officer for any improper conduct. California law requires this agency to have a procedure to investigate citizen complaints. You have a right to a written description of this procedure. This agency may find, after investigation, that there is not enough evidence to warrant action on your complaint; even if that is the case, you have the right to make the complaint, and have it investigated if you believe a Deputy Probation Officer or Probation employee behaved improperly. Citizen complaints and any reports or findings relating to complaints must be retained by this agency for at least five years.

I have read and understand the above statement

Signature of reporting party: _____ Date/Time: _____

FOR OFFICIAL USE ONLY

RECEIVING DEPUTY/EMPLOYEE

SIGNATURE: _____ BADGE NO. _____ Date/Time: _____

NARRATIVE (describe misconduct)

[illegible]